



JOB HAZARD ANALYSIS

(Certification of Hazard Assessment – 29 CFR 1910.133)

U.S. FISH AND WILDLIFE SERVICE

JOB ACTIVITY: General Maintenance / Cleanup / Repair / Construction

DATE:

PREPARED BY:

CERTIFIED BY:

PERSONAL PROTECTIVE EQUIPMENT REQUIRED:

Hearing protection (ear plugs/muffs)
Eye protection (safety glasses/goggles)
Work gloves
Safety-toe boots

QUALIFICATIONS, EXPERIENCE, OR TRAINING REQUIRED:

Instruction by supervisor on proper procedures for participating in the various work activities being conducted (e.g., climbing ladders to paint, scraping paint, etc.).

BASIC JOB STEPS	HAZARDS	SAFE JOB PROCEDURE
Break work down to basic elements (such as remove, lift, carry, stop, start, apply, return, squeeze, weld, saw, walk, hold, grind, place, etc.). Describe what is done, not how it is done.	For each job step, state what accident could occur and/or what hazard is present. To determine this, ask yourself: Can the person fall; overexert; be exposed to burns, fumes, rays, gas, etc.; hit against; be struck by; in contact with; be caught in, on, or between?	State how each element of work should be performed to prevent the accident or avoid the hazard. What should the person do or not do? Be specific. What precautions should be taken? Ask yourself: What can I do to eliminate, modify, guard, identify, or protect against the potential hazard or accident, including such things as how the worker stands, holds, uses, carries, dresses, etc.?
1. Select proper equipment for work activity being conducted. 2. Conduct work activity using the proper tools (e.g., repairs, fabrication, painting, cleanup etc.).	1. Selecting inappropriate tool for the job (resulting in injury due to failure of tool). 2. Cuts, scrapes, punctures, bruises; foreign objects in eye; electrical shock; injury from tool failure (e.g., grinding wheel shattering); fall from ladder; slips/trips from inadequate housekeeping in work area.	1. Ensure proper tool is selected for the particular work activity being conducted . 2. Wear leather work gloves, safety-toe boots, hearing protection, and safety glasses/goggles at all times; keep work area neat and floor swept; inspect and replace tools with missing guards, frayed electrical cords; ensure grinding wheel has been inspected for damage and that a “ring test” has been performed; never stand in front of a grinding wheel as it accelerates to full operating speed; alert supervisor to problems. Always use a ladder safely – never stand above third step from top (step ladder); never use a metal ladder to use electrical equipment; never “walk” a single-ladder from one spot to another. Never operate a power tool in a wet or damp location; never operate a power tool without adequate guards in place or if electrical cord and/or connector is damaged, frayed, or cracked; ensure the tool is properly grounded (and never cut off the third-prong ground on a plug); ensure the safety switch is operating correctly. Never engage in horseplay while operating or working around someone else operating power tools.

JOB HAZARD ANALYSIS
(CONTINUATION SHEET)

JOB ACTIVITY: _____

BASIC JOB STEPS	HAZARDS	SAFE JOB PROCEDURE